




JOHN NAIMO  
AUDITOR-CONTROLLER

## COUNTY OF LOS ANGELES DEPARTMENT OF AUDITOR-CONTROLLER

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December 3, 2014

TO: Audit Committee

FROM: John Naimo   
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY COMMISSION  
FOR OLDER ADULTS**

### **RECOMMENDATION**

The Audit Committee recommend to the Board of Supervisors (Board) to extend the Los Angeles County Commission for Older Adults' (Commission) sunset review date to July 1, 2018.

### **BACKGROUND**

The Board created the Commission pursuant to Los Angeles County Code Chapter 3.78. The Board-approved sunset review date for the Commission was July 1, 2014. This is the Commission's first sunset review since the Area Agency on Aging Advisory Council and the Los Angeles County Commission on Aging were merged in 2010.

The Commission advocates, advises, and makes recommendations regarding the needs and welfare of Los Angeles County seniors age 60 and older, to the Board, Community and Senior Services (CSS), and other departments and entities that provide services to seniors age 60 and older. In addition, the Commission's duties include:

- Conducting public hearings to determine the needs of older adults, collaborating with organizations to improve services, and advising the Board and CSS on issues and recommendations based upon public input.
- Reviewing existing programs and activities by CSS, other departments, commissions, and task forces to identify and recommend new programs and services that will benefit the well-being of older adults.

- Networking and collaborating with various organizations to encourage and assist them in planning and developing services for older adults.
- Recognizing contributions made by older adult volunteers in their respective communities by working with the Board and CSS to host an annual event.

The Commission is comprised of 50 members. The Supervisors appoint 25 members and the Commission elects 25 members. The Commission meets monthly and may meet as deemed necessary by the President of the Commission. Members of the Commission serve without compensation, except for mileage reimbursement for meeting attendance and travel expenses incurred in connection with their duties, including transportation, meals, and lodging.

CSS provides the Commission with necessary staff support, including three full-time CSS employees. During Fiscal Year 2013-14, the Commission received approximately \$301,500 in staff support and services/supplies.

### **JUSTIFICATION**

From July 2010 to June 2014, the Commission met 48 times with an average meeting attendance of 29.2 (58%) members. The Commission recognizes its low attendance, and is actively working to improve attendance by sending meeting reminders to Commission members and working with various Board offices to fill vacancies. Although the Commission's average attendance was low, the Commission successfully fulfilled its duties.

During this evaluation period, the Commission's accomplishments included:

- Assisting CSS and the Los Angeles City Department of Aging in recruiting seniors for and participating in focus groups for the 2011 Needs Assessment Report, which was used to establish priorities, goals, and objectives for the Area Agency on Aging's 2012-2016 Area Plan. The Board approved and adopted this Area Plan on April 17, 2012.
- Launching the "Speakers Bureau" panel of commissioners to speak at various organizations regarding the programs and services available to older adults, including a comprehensive overview of the programs and services provided by CSS' Area Agency on Aging Division.
- Collaborating with the Los Angeles County Metropolitan Transportation Authority (MTA) to hold Countywide workshops to educate older adults about how to use the public bus and train system.

- Hosting eight Older Americans Recognition Day events to honor outstanding older residents throughout the County, who volunteer in their communities.

The Commission's objectives for the coming period are to continue to:

- Address immediate and long-term issues affecting older adults in the County.
- Advise CSS' Area Agency on Aging Division on all matters relating to the needs and welfare of older adults, including planning and participating as hearing officers in the public hearings for the Area Plan updates.
- Increase advocacy and awareness in the community regarding programs and services affecting older adults.
- Celebrate and acknowledge the contributions of older adults in their respective communities.

Please call me if you have any questions, or your staff may contact Robert Smythe at (213) 253-0101.

JN:AB:RS:YK

Attachment

c: Cynthia D. Banks, Director, Community and Senior Services  
Lorenza C. Sánchez, Assistant Director, Community and Senior Services  
Anna Avdalyan, Program Manager, CSS Area Agency on Aging Division  
Aida Villalobos, President, Commission for Older Adults  
Guillermo Medina, Executive Director, Commission for Older Adults  
Twila P. Kerr, Chief, Board Commission Services

**COMMISSION SUNSET REVIEW**  
**LOS ANGELES COUNTY COMMISSION FOR OLDER ADULTS**  
**REVIEW COMMENTS**

**Mission.** Does the mission statement agree with the Board of Supervisors' (Board) purpose and expectations?

The stated mission agrees with the Los Angeles County Commission for Older Adults' (Commission) duties specified in the County Code. **CONCUR.**

**Section 1. Relevance.** Is the mission still relevant and in agreement with the Board's purpose and expectations?

The Commission advocates, advises, and makes recommendations regarding the needs and welfare of Los Angeles County seniors age 60 and older, to the Board, Community and Senior Services (CSS), and other departments and entities that provide services to seniors age 60 and older.

The Commission's mission appears to be **RELEVANT.**

**Section 2. Meetings and Attendance.** Are required meetings held and is attendance satisfactory?

The Commission meets monthly and may meet as deemed necessary by the President of the Commission. The Commission met 48 times from July 2010 to June 2014, with an average meeting attendance of 29.2 (58%) members.

Although the Commission's meeting frequency is **SATISFACTORY**, the Commission's attendance is **UNSATISFACTORY**. The Commission recognizes its low attendance, and is actively working to improve attendance by sending meeting reminders to Commission members and working with various Board offices to fill vacancies. Although the Commission's average attendance was low, the Commission successfully fulfilled its duties.

**Sections 3 and 4. Accomplishments and Results.** Are listed accomplishments and results significant?

During this evaluation period, the Commission's accomplishments included:

- Assisting CSS and the Los Angeles City Department of Aging in recruiting seniors for and participating in focus groups for the 2011 Needs Assessment Report, which was used to establish priorities, goals, and objectives for the Area Agency on Aging's 2012-2016 Area Plan. The Board approved and adopted this Area Plan on April 17, 2012.

- Launching the “Speakers Bureau” panel of commissioners to speak at various organizations regarding the programs and services available to older adults, including a comprehensive overview of the programs and services provided by CSS’ Area Agency on Aging Division.
- Collaborating with the Los Angeles County Metropolitan Transportation Authority (MTA) to hold Countywide workshops to educate older adults about how to use the public bus and train system.
- Hosting eight Older Americans Recognition Day events to honor outstanding older residents throughout the County, who volunteer in their communities.

The Commission’s accomplishments and results are **SIGNIFICANT**.

**Section 5. Objectives.** Are the objectives compatible with the mission and goals and relevant within the current County environment?

The Commission’s objectives for the coming period are to continue to:

- Address immediate and long-term issues affecting older adults in the County.
- Advise CSS’ Area Agency on Aging Division on all matters relating to the needs and welfare of older adults, including planning and participating as hearing officers in the public hearings for the Area Plan updates.
- Increase advocacy and awareness in the community regarding programs and services affecting older adults.
- Celebrate and acknowledge the contributions of older adults in their respective communities.

The Commission’s future objectives appear **RELEVANT**.

**Section 6. Resources.** Are the resources utilized by the entity in support of the entity’s activities warranted in terms of the accomplishments and results?

Commission members receive mileage reimbursement for meeting attendance and travel expenses incurred in connection with their duties, including transportation, meals, and lodging. CSS provides the Commission with necessary staff support, including three full-time CSS employees. During Fiscal Year 2013-14, the Commission received approximately \$301,500 in staff support and services/supplies.

The Commission's expenses appear to be WARRANTED.

**Section 7. Recommendation.**

**EXTEND THE SUNSET REVIEW DATE FOR THE LOS ANGELES COUNTY  
COMMISSION FOR OLDER ADULTS TO JULY 1, 2018.**